

**ALL NEW HAMPSHIRE-LICENSED SURPLUS LINES PRODUCERS ARE
REQUIRED TO FILE ELECTRONICALLY IN NEW HAMPSHIRE**

Registration for Electronic Filing of Surplus Lines Data

Instructions:

1. Contact the Insurance Taxation Officer at: janet.colby@ins.nh.gov, providing Producer name and New Hampshire surplus lines license number, a contact name and telephone and fax numbers.
2. A Username and Password will be e-mailed to you. You will be prompted upon Log In to change the Password. It should be at least 8 characters—a combination of letters, numbers and symbols (nothing sequential).
3. Should you need help, your first point of contact should be the State's Help Desk at **603-271-7555** or e-mail them at: HelpDesk@nh.gov

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